

FEMA Public Assistance Program Debris Management Plan Outline

- I. Staff Roles and Responsibilities**
 - A. Staffing Organizational Chart
 - B. Roles and Responsibilities
 - 1. Staffing Assignments and Duties
 - 2. Administration
 - 3. Contracting and Procurement
 - 4. Legal
 - 5. Operations
 - 6. Engineering
 - C. Emergency Communications Plan
 - D. Health and Safety Plan and Procedures
 - E. Training schedule

- II. Situation and Assumptions**
 - A. Design Disaster Event
 - B. Forecasted debris
 - 1. Forecasted Types
 - 2. Forecasted Locations

- III. Debris Collection Plan**
 - A. Priorities
 - B. Response Operations
 - C. Recovery Operations
 - 1. Estimating staff, procedures and assignments
 - 2. Collection Method
 - a. Curbside Collection
 - b. Collection Centers
 - 3. Collecting Hazardous Waste and White Goods
 - 4. Monitoring Staff and Assignments

- IV. Debris Management Sites**
 - A. Site Management
 - 1. Site Manager
 - 2. Monitoring Staff and Assignments
 - 3. Safety Personnel
 - B. Establishment and Operations Planning
 - 1. Permits
 - 2. Locations
 - a. Baseline Data for each location
 - b. Ingress/egress for sites
 - 3. Site Layouts
 - 4. Site Preparation

5. Volume Reduction Methods
 - a. Incineration
 - b. Grinding and Chipping
6. Recycling
7. Environmental Monitoring Program
8. Site Closure

V. Contracted Services

- A. Emergency Contracting/Procurement Procedures
- B. Debris operations to be outsourced
- C. General Contract Provisions
- D. Qualification Requirements
- E. Solicitation of Contractors

VI. Private Property Demolition and Debris Removal

- A. Condemnation criteria and procedures
 1. Legal documentation
 2. Demolition permitting
 3. Inspections
- B. Mobile home park procedures
- C. Navigation hazard removal procedures

VII. Public Information Plan

- A. Public Information Officer
- B. Pre-scripted information
- C. Distribution plan

Appendices

- A. Maps of jurisdiction and priorities
- B. Staffing assignment maps
- C. List of Pre-qualified Contractors
- D. Load Ticket
- E. Debris Monitor Reports
- F. Truck Certification List